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Mr. [REDACTED]

AUG 30 1954

Deputy Comptroller ✓

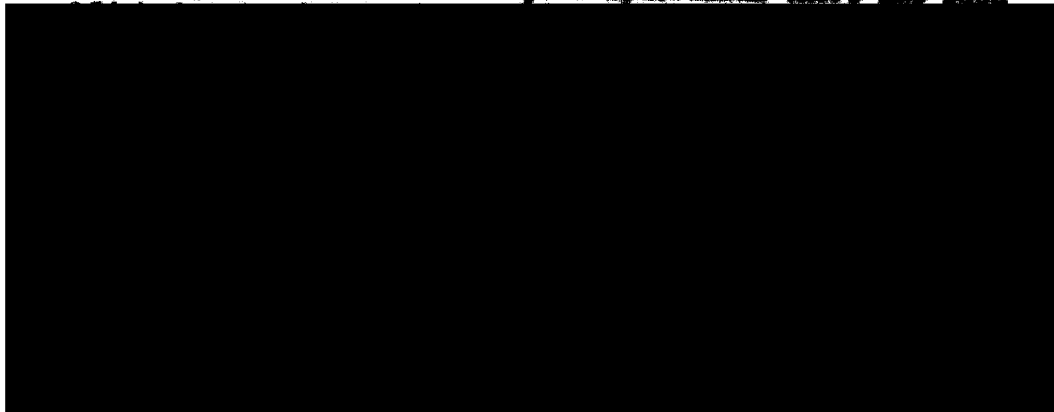
Establishing and Reporting Obligations of an
Operational Nature

Document No.	05
No Change in Class.	☐
☒ Declassified	
Class. Changed To:	TS S C
Auth:	HR 70-2
Date:	18/09/78
By:	029

REF : Your memorandum dated 18 June 1954 and attached Annex A -
Subject: Same as above

1. Your memorandum together with illustrations included in Annex A have been given careful consideration. In some cases the illustrations do not show sufficient detailed information as to background facts to provide a basis for firm decision as to the proper handling. Attachment A indicates the suggested method of processing based on our interpretation of the illustrations.

2. Subsequent to the date of your memorandum there has been



It will be noted that Form No. 33-94, Notice of Obligation Incurred, provides for single, irregular or regular monthly payments and other pertinent data. Your attention is invited, also, to subparagraph 5.b.(1)(i), Other Miscellaneous Operational Expenses, the last sentence of which reads:

"The entire amount of all advances for operational purposes (including any amounts of such advances to cover the cost of travel and/or transportation of personal effects) will be obligated at the time the advances are made."

3. It is our view that appropriate obligations may be established for all situations propounded in Annex A of your memorandum based

DOCUMENT NO. 5
NO CHANGE IN CLASS. ☐
☐ DECLASSIFIED
CLASS. CHANGED TO: TS S C
NEXT REVIEW DATE: 1989
AUTH: HR 70-2
DATE: 29 Oct 79 REVIEWER: 025614

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Procedure." For situations where funds have been advanced, the obligation would be established concurrently with the advance as required by sub-paragraph 5.b.(1)(1) and in those cases where commitments are made without actual advances of funds the necessary obligations would be established by the use of a Form No. 33-94, "Notice of Obligation Incurred" as provided for in sub-paragraph 5.a.(4).

4. You make reference in paragraph A of the annex to your memorandum to certain provisions of Comptroller's Circular No. 1 relative to the recording of obligations for salaries. This Comptroller's Circular has been rescinded [REDACTED]

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ATTACHMENT

TAS/REW:gmk (11 Aug 54)

TAS/FWG:jh (27 Aug 54)

Distribution:

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